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**TO: JAMESTOWN PARKS AND RECREATION COMMISSION**  
**FROM: Doug Hogan, Director**  
**SUBJECT: Special Board Meeting – Wednesday, February 13, 2019 5:30PM**

**Agenda:**

- I. Board Discussion for options on Pingree-Buchanan Busing transition**

MINUTES OF THE SPECIAL BOARD MEETING DATED  
February 13, 2019

PRESENT: Chairman Mindi Schmitz, Ron Olson, Mike Landscoot, Mark Ukestad,  
and Mike Soulis

OTHERS: Doug Hogan, Bonnie Ukestad, Amy Walters and John Miller.

ABSENT: None

GUESTS: Tom LaVenture, Representing Jamestown Sun, Brianna Smith, Natasha Harr, Alicia Lees, Terrie Neys, Steve Homes, Darron Orr, Brett McIlonie, Kaylee Lang, Amy Humes, Jason Humes, Jamie Bartlett, Larry Hoff, Robert Thu, Corey Bohl, Kurt Hayes and Sayra Stiltner (one other name on the sign-in sheet was not legible) representing Pingree-Buchanan. Abby Geroux – attorney at Dalsted & Ryan

Chairman Mindi Schmitz called the meeting to order at 5:30pm.

**Board Discussion for options on Pingree-Buchanan Busing:** Terrie Neys presented a handout detailing the Pingree-Buchanan busing timeline. Sayra Stiltner has children that go to Pingree-Buchanan and feels TRAC is a safe bus transition area. Bob Thu also commented on TRAC being a safe area.

Mike Landscoot raised the question, how is TRAC safer than previous location at Wilson Arena as there is no traffic in that east parking lot. At the September Park Board Meeting Pingree-Buchanan agreed to go back to Wilson Arena after the pool demolition was complete and he thought they had returned to Wilson Arena. Terrie Neys responded there are signs at TRAC for designated bus transition area and the snow removal isn't guaranteed at Wilson Arena. John Miller responded he removes snow at TRAC first and then moves to Wilson Arena and gets to Wilson around 5:30-6:00am.

Ron Olson would like to see fairness as we allow JPS to use TRAC so we should allow Pingree-Buchanan. He sees no problem with this. Doug reminded that we have an agreement with JPS and have each other listed as additional insured on insurance policies.

Doug Hogan presented a memorandum regarding the Pingree-Buchanan School District Busing Drop Off/Pick Up.

Mike Soulis sees both sides but from a Parks & Recreation standpoint he wants a solution with the least amount of traffic at TRAC. We open the door if we allow one entity, as others like Montpelier and Kensal could follow in the future and create traffic problems.

Jamie Bartlett said there are only 10 cars in the parking lot at TRAC when they transition.

Abby Geroux attorney at Dalsted & Ryan representing Jamestown Parks & Recreation Department stated Jamestown Parks & Recreation has control of who uses our parking lot. If something happens in our parking lot there are liability issues. If you allow one entity at what point do you stop. You have to determine when it is a problem for facility usage. Parks & Rec has two options at this point; 1. Continue to allow but have an agreement in place or 2. Deny access to the parking lot space.

Mike Landscoot stated, if it is a liability at TRAC then isn't it a liability at Wilson Arena.

Mike Landscoot asked Terrie Neys to work with Abby & Doug to negotiate a lease agreement. Terrie Neys stated she is asking to stay at TRAC.

Ron Olson made a motion to allow Pingree-Buchanan to continue to use the TRAC parking lot with a lease signed lease agreement. Mike Landscoot seconded. Ron Olson – yes, Mike Landscoot – yes, Mark Ukestad – no, Mike Soulis - no, Mindi Schmitz – no. Motion failed.

Abby Geroux stated that our options now are to issue a no trespass order or take no action.

Mindi Schmitz adjourned meeting 6:25pm

  
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BONNIE UKESTAD, CLERK

  
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MINDI SCHMITZ, CHAIRPERSON